

APPENDIX XVI.

[See Rule 334 (Note 2)].

SECTION I.

House rent allowance admissible to certain Government servants in the City of Bombay.

I. The holders of the following posts have been admitted to the benefits of the scheme subject to the conditions mentioned in Rule II below :—

(1) *Deleted.*

(2) The Chief Inspector, Senior Inspectors, the Inspectors of Notified Factories, Junior Inspectors and Lady Inspector of the Factory Department, having their headquarters in Bombay.

(3) The Chief Inspector and the six Inspectors of the Steam Boiler and Smoke Nuisances Department having their headquarters in Bombay.

II. The following conditions must be fulfilled by the Government servants specified in Rule I before the allowance may be drawn :—

(a) The Government servant must reside in the city of Bombay or in the suburbs not beyond Andheri Station on the B. B. & C. I. Railway or Ghatkopar Station on the G. I. P. Railway.

(b) He must have at least one member of his family (a wife or a child) resident with him, and solely dependent upon him for support.

Note.—The term “child or children” includes major sons and married daughters so long as they are residing with and wholly dependent upon him.

(c) The allowance is admissible only for the period during which the Government servant and at least one dependent member of his family are both actually present within the area defined in condition (a) above. The drawal of the allowance should be supported by a certificate in form A of the Schedule annexed.

Exception I.—The allowance is admissible to a Government servant for a period of temporary absence of his family not exceeding four months in the aggregate in any period of twelve months subject to the production of a certificate in Form B of the Schedule annexed.

Exception II.—A Government servant may draw the allowance during any period of interruption of qualifying residence arising out of his own absence on official duty provided that during such absence his headquarters remain in Bombay and provided further that the certificate referred to in Form C of the Schedule annexed is given.

Exception III.—When a Government servant takes a residence for the accommodation of his family for a fixed period of tenancy, he may continue to draw the allowance up to the termination of that tenancy even though his family be absent. For this purpose, it will be necessary for him to furnish to the Audit Officer the dates of commencement and termination of his lease and also a certificate that, after taking into account any receipts through subletting, his expenditure on house accommodation has not been less than if the absence of his family had not occurred. The Audit Officer will be at liberty, if necessary, to call for a copy of the lease.

III. The holders of the following posts are admitted to the benefits of the scheme subject only to the condition that their expenditure on house rent is not less than the amount claimed :—

- (1) The Sub-Registrar and the Joint Sub-Registrar, Bombay.
- (2) *Deleted.*
- (3) Ten Assistant Lecturers of the Royal Institute of Science.
- (4) Nine Assistant Lecturers and one Sanskrit Shastri of the Elphinstone College.
- (5) Two Assistant Lecturers, Training College for Secondary Teachers.

Note.—The absence of an educational officer of the Professorial Branch during the period of vacation shall be treated as absence on official duty for the purpose of Exception II to Rule II provided that the Government servant certifies that his expenditure on house accommodation in Bombay or in the suburbs during the period of his absence has not been less than if such absence had not occurred.

IV. The Governme^{nt} servants referred to in Rules I and III are entitled to house rent allowance calculated on the basis of pay as defined in Rule 9 (39) as shown below :—

Rate of pay.		Rate of allowance.	
From	To		Rs.
Rs.	Rs.		
	249	...	20
250	399	...	30
400	599	...	40
600	799	...	50
800 and above		...	75

Note 1.—The allowance will not be admissible during leave of any kind.

Note 2.—The allowance will not be admissible to those who are provided with free quarters and to those who draw any other local allowance.

SCHEDULE.

FORM A.

(*Vide* rule 11).

[To be submitted when the officer and his family have both been present in Bombay or one of its suburbs for at least a portion of the month in respect of which the claim is made.]

Certified that my ^{wife}
child resided with me at Bombay or one of its suburbs in the
children
the month of 19, such ^{hild}
children being dependent upon me for support.

(a) Certified that my ^{wife}
child ^{was} absent continuously from
children ^{were}
to and that during this period the full rent in Bombay or one of its suburbs continued to be paid by me and that my expenditure on house accommodation in Bombay or one of its suburbs was not reduced by sub-letting in any form. (a)

(Signature)

(Designation)

(a)—(a) This need only be added when the officer or his family were absent from Bombay during a portion of the month in respect of which the claim is made.

FORM B.

(Vide rule II.)

(To be submitted when the officer's family have been absent from Bombay or one of its suburbs during the whole of the month in respect of which the claim is made.)

Certified that the absence of my ^{wife}child commenced on
children
but is not expected to exceed four months in the aggregate in the year and that the full rent in Bombay or one of its suburbs during the whole month of

19 continued to be paid by me and that my expenditure on house accommodation in Bombay or one of its suburbs was not reduced by sub-letting in any form.

(Signature)

(Designation)

FORM C.

(Vide rule II.)

(To be submitted when the officer is absent on duty from Bombay or one of its suburbs during the month in respect of which the claim is made.)

Certified that my headquarters during the month of
19 remained at Bombay and that the full rent in Bombay or one of its suburbs continued to be paid by me and that my expenditure on house accommodation in Bombay or one of its suburbs was not reduced by sub-letting in any form.

(Signature)

(Designation)

SECTION II.

Grant of House-rent Allowance to officers appointed by the Secretary of State in Council or by the Secretary of State and stationed at certain expensive places.

In view of the rise in house-rents in the cities of Bombay and Poona, and the Island of Salsette, the following orders have been issued as a measure of relief :—

(1) These orders apply to all officers appointed by the Secretary of State in Council or by the Secretary of State and serving directly under the Government of Bombay, provided that Government may, at their discretion, disallow the allowance to any individual officer or class of officers.

(2) Where an officer with headquarters in Bombay, Salsette or Poona is not provided with Government accommodation and is privately paying rent exceeding 10 per cent. of his emoluments for unfurnished accommodation, an allowance will be granted on the following scale :—

Bombay—15 per cent. of emoluments,

Salsette taluka—12 per cent. of emoluments,

Poona—10 per cent. of emoluments, subject to the following limits :—

(a) the allowance *plus* 10 per cent. of the officer's emoluments does not exceed the rent actually paid ;

(b) the scale of accommodation occupied must be approved by Government ;

(c) an officer's family shall be deemed to include his wife, dependants, and servants ; if one or more other adults normally occupy the accommodation in addition, a reduction of 2/5ths of the rent will be assumed ;

(d) if an officer sublets part of his accommodation to another officer the allowance will be reduced by 10 per cent. of the lessee's emoluments ; if to a non-official, a reduction of 2/5th of the total rent paid will be assumed ;

(e) a certificate in the Form shown in the Schedule below, must be attached to each bill for the full allowance to the effect that no part of the accommodation is sublet or occupied normally by adults other than an officer's family.

(3) Officers not provided with Government accommodation (either free or on rent) may, subject to Government approval of the accommodation and lease, engage accommodation and become entitled to the allowance on the same scale and conditions.

(4) If Government accommodation becomes available, Government may at any time direct an officer to occupy it and in the event of refusal stop the allowance.

(5) For the calculation of percentage on emoluments of I. M. S. Officers entitled to private practice, the emoluments shall be assumed to be increased by Rs. 300 per mensem and the percentage calculated on the total.

(6) Officers who move with Government to Bombay or Poona and rent accommodation at these places are entitled to the allowance on the Bombay scale.

(7) The allowance is admissible to unmarried as well as married officers and is admissible during temporary absence from headquarters.

(8) No officer may draw the allowance for more than one station at a time.

(9) Where furnished accommodation is engaged, the allowance shall be on the same conditions but at the difference between the rent actually paid and $12\frac{1}{2}$ per cent. of emoluments up to the percentages stated in sub-paragraph (2) above.

(10) Officers living in their own houses will not be eligible for the allowance.

(11) Officers desiring to take advantage of this allowance should apply to Government through Heads of Departments with details of the accommodation secured.

Note 1.—For the purpose of this section, the term "emoluments" should be defined as in Rule 9 (17).

Note 2.—For the purpose of this section, the term "rent" should be held to be exclusive of taxes for specific services payable by the occupier, viz. special sanitary cess, water rates (general and special), whether they are calculated on the rateable value or in accordance with the number of residents or the amount of water supplied and the drainage tax where it exists as a separate entity. If these are actually paid by the landlord, "rent" should be taken to be the amount actually paid by the occupier less taxes payable by him.

Note 3.—A refrigerator should not be regarded as converting an otherwise unfurnished house into a furnished one for purposes of calculating the house-rent allowance admissible to an officer. In such cases the actual rent paid to the landlord for the refrigerator should, if separately agreed upon, be deducted from the total rent of the house and the house-rent allowance should be calculated on the balance as for "unfurnished accommodation". In cases where the rent for the refrigerator has not been agreed upon separately, rent at the flat rate of Rs. 12 per month (irrespective of size and make of the refrigerator) should be deducted from the actual rent of the house.

SCHEDULE.

Certificate for House Rent Allowance.

[See Rules 2 (e) and 9 above.]

Certified that the rent paid by me for furnished accommodation for the month
of _____ 19__ is Rs.
(_____)
and that none of the accommodation is sub-let or occupied by adults other than my
family.*

Signature

Designation

*Note.—An officer's family shall be deemed to include his wife, dependants and servants. If one or more other adults normally occupy the accommodation in addition, reduction of 2/5ths of the rent will be assumed.